## CHECKOUT LAUNCH CONTROL SYSTEM (CLCS) BUSINESS RECORDS

BUSINESS RECORD TITLE	RESPONSIBLE FOR	FILE LOCATION	RETENTION	ARCHIVE	ARCHIVE
	COMPLETION	(Office No.)	PERIOD	LOCATION	PERIOD
Statement of Account	Credit Card	PCC Rm 3084	End of Project	PCC Rm 3084	End of Project
	Coordinator				
Credit Card Log	Credit Card	PCC Rm 3084	End of Project	PCC Rm 3084	End of Project
	Coordinator				
	Statement of Account	COMPLETION  Statement of Account Credit Card Coordinator  Credit Card Log Credit Card	COMPLETION (Office No.)  Statement of Account Credit Card Coordinator Credit Card Log Credit Card PCC Rm 3084	COMPLETION (Office No.) PERIOD  Statement of Account Credit Card PCC Rm 3084 End of Project  Credit Card Log Credit Card PCC Rm 3084 End of Project	COMPLETION (Office No.) PERIOD LOCATION  Statement of Account Credit Card PCC Rm 3084 End of Project PCC Rm 3084  Credit Card Log Credit Card PCC Rm 3084 End of Project PCC Rm 3084

Page 1 of 1

KENNEDY SPACE CENTER BUSINESS MANAGEMENT SYSTEM

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